



ADDENDUM NO. 1

August 21, 2013

TO: All Bidders
SUBJECT: Bid No. 4922-0/18
TITLE: Fire Extinguishers Inspections and Maintenance
BID OPENING DATE: August 28, 2013

This Addendum is and does become a part of the above mentioned bid.

A. Please note the following changes:

1. Question Deadline: Questions pertaining to this solicitation must be received no later than **August 23, 2013**. Questions should specifically reference the section of the solicitation to which the question pertains.
2. Pages 16-20 of **Section 4, Bid Submittal Form** are hereby deleted and replaced in their entirety with Pages 16-20 **Section 4, Bid Submittal Form (Revised 8/21/13)** to incorporate missing item headers.

B. The following questions were received as a result of this solicitation:

1. Question: Can the hydrostatic test be subcontracted?

Answer: Yes. However, for Group B, Federally Funded Purchases, refer to Section 2.12 "Public Housing and Community Development (PHCD) Section 3 of the HUD Act of 1968" of the Solicitation for PHCD requirements including subcontracting.

2. Question: How long before the County needs to inspect the facilities?

Answer: Refer to Section 1.28, "Pre-Award Inspection" of the Solicitation.

3. Question: Will vendors be considered for this bid pending a license upgrade to "A"?

Answer: No. Pursuant to Section 2.3 "Method of Award" of the Solicitation, Bidders must submit a copy of their Class A and Class D License along with the bid submittal.

4. Question: If a vendor is pending an approval for an "A" license within the next two months, is there a possibility to be used as a secondary vendor if the contract is awarded to a different vendor?

Answer: No. Refer to Section 2.3, "Method of Award" of the Solicitation and Item 3 above.

All terms, covenants and conditions of the subject solicitation and any addenda issued thereto shall apply, except to the extent herein amended.

Miami-Dade County

A handwritten signature in black ink, appearing to read "Caroline Burgos".

Caroline Burgos
Procurement Contracting Officer

cc: File
Vendor Assistance Unit
Clerk of the Court

SECTION 4
BID SUBMITTAL FORM (Revised 8/21/2013)
Fire Extinguishers Inspections and Maintenance

FIRM NAME: _____

	Summarized Requirement:	Initial as Completed
Section 2, Paragraph 2.3	Vendors must hold and maintain a valid Class "A" Fire Equipment Dealer's License for servicing all types of Fire Extinguishers and Fire Equipment Class "D". A copy of each is attached.	_____

GROUP A (NON-FEDERAL FUNDED)

FIRE EXTINGUISHER MAINTENANCE SERVICES, INSPECTIONS AND CERTIFICATIONS

Service to inspect and certify any of the following types of extinguishers per specifications as stated in Section 3, Paragraph 3.4A:

Item	Est. Qty.	Unit	Description	Unit Price
1	1010	Each	CO2 type to include 3 lb. thru 20lb.	
2	2592	Each	Dry chemical - regular & multi-purpose type (to include 5 lb. Thru 20 lb.)	
3	149	Each	Halon fire extinguishers (all types)	
4	440	Each	Water pressure type portable fire extinguishers (2-1/2 gallon).	
5	3282	Each	Dry chemical, 1 lb. Thru 40 lbs. Regular & multi-purpose (to include Class A, B, C or any combination)	
6	12	Each	AFFF Foam type (2-1/2 gallons)	
Dry Chemical, Wheel Unit Pressure Or N2 Tank Type				
7	340	Each	125 lb. Units	
8	6	Each	300 lb. Units	
9	36	Each	Carbon Dioxide wheel unit type (to include 50 lbs. thru 100 lbs.)	
Amerex Automatic/Manual Fire Extinguishers Systems				
10	4	Each	Model No. V-13	
11	3	Each	Model No. V-25	
Ansul Automatic/Manual Fire Extinguishers Systems				
12	52	Each	2 cylinders, Model # R-102-3/36 gal.	
13	42	Each	1 cylinder, Model # R-102-36 gal.	
14	30	Each	Inergen 2175	

Item	Est. Qty.	Unit	Description	Unit Price
Hydrostatic Testing Per Unit				
15	411	Each	CO 2 type (to include 5 lbs. Thru 20 lbs.)	
16	215	Each	Dry chemical - regular & multi-purpose type (to include 5 lbs. thru 20 lbs.)	
17	595	Each	Halon fire extinguishers (all types)	
18	155	Each	Water pressure type portable fire extinguishers (2-1/2 gallon)	
19	892	Each	Dry chemical, 1 lb. thru 40 lbs. Regular & multi-purpose (to include Class A, B, C, or any combination.)	
20	32	Each	AFFF Foam type (2-1/2 gallons)	
Dry Chemical, Wheel Unit Pressure Or N2 Tank Type				
21	14	Each	75 lb.	
22	21	Each	125 lb.	
23	340	Each	150 lb.	
24	8	Each	300 lb.	
25	4	Each	CO2 50 lb., Amerex Model # 333	
26	5	Each	Carbon Dioxide wheel unit type (to include 50 lb. thru 100 lbs.)	
27	7	Each	Amerex Automatic/Manual fire extinguishers systems, Model No. V-13	

Refill For The Following Types Of Fire Extinguishers:				
Item	Est. Qty.	Unit	Description	Unit Price
CO 2 TYPE				
28	400	Each	5 lb.	
29	629	Each	10 lb.	
30	63	Each	15 lb.	
31	432	Each	20 lb.	

Item	Est. Qty.	Unit	Description	Unit Price
Dry Chemical (Regular & Multi-Purpose Type) ABC Or Any Combination (A = Wood, B=Liquid And C=Electrical Equipment)				
32	1209	Each	2-1/2 lb.	
33	2597	Each	5 lb.	
34	1943	Each	10 lb.	
35	557	Each	20 lb.	
36	60	Each	30 lb.	

Item	Est. Qty.	Unit	Description	Unit Price
Dry Chemical Wheel Unit Pressure Or N2 Dry Chemical Wheel Unit Pressure Or N2 Tank Type				
37	13	Each	125 lb.	

Item	Est. Qty.	Unit	Description	Unit Price
Carbon Dioxide Wheel Unit Type				
38	15	Each	50 lb.	

Item	Est. Qty.	Unit	Description	Unit Price
Halon 1211 Fire Extinguishers				
39	97	Each	5 lb.	
40	44	Each	9 lb.	
41	55	Each	14 lb.	
42	4	Each	150 lb.	
43	6	Each	Water pressure type portable fire extinguishers (2-1/2 gallon)	

Note: The following charge for repairs and purchase of parts will only apply to repair charges and purchase of parts not covered under the regular inspection price as indicated on Section 3, paragraph 3.4(A).

Item	Est. Qty.	Unit	Description	Hourly Rate
44	621 <i>ESTIMATED # OF HOURS FOR REPAIRS</i>	Per Hour	Major repairs to fire extinguishers	
45	\$ 14,100 <i>ESTIMATED DOLLAR VALUE FOR PURCHASE OF PARTS</i>	N/A	Discount off of manufacturer's price list for parts	Discount %

GROUP B (FEDERALLY FUNDED)
FIRE EXTINGUISHER MAINTENANCE SERVICES, INSPECTIONS AND CERTIFICATIONS

Service to inspect and certify any of the following types of extinguishers per specifications as stated in Section 3, Paragraph 3.4A:

Item	Est. Qty.	Unit	Description	Unit Price
1	477	Each	CO2 type to include 3 lb. thru 20lb.	
2	404	Each	Dry chemical - regular & multi-purpose type (to include 5 lb. Thru 20 lb.)	
3	40	Each	Halon fire extinguishers (all types)	
4	100	Each	Water pressure type portable fire extinguishers (2 1/2 gallon).	
5	5,134	Each	Dry chemical, 1 lb. Thru 40 lbs. Regular & multi-purpose (to include Class A, B, C or any combination)	
Dry chemical, wheel unit pressure or N2 tank type.				
6	10	Each	125 lb. Units	
Hydrostatic Testing Per Unit				
7	1	Each	CO 2 type (to include 5 lbs. Thru 20 lbs.)	
8	430	Each	Dry chemical, 1 lb. thru 40 lbs. Regular & multi-purpose (to include Class A, B, C, or any combination.)	
Dry chemical, wheel unit pressure or N2 tank type				
9	2	Each	125 lb.	

Item	Est. Qty.	Unit	Description	Unit Price
Refill For The Following Types Of Fire Extinguishers:				
CO 2 TYPE				
10	468	Each	10 lb.	
11	21	Each	15 lb.	

Item	Est. Qty.	Unit	Description	Unit Price
Dry Chemical (Regular & Multi-Purpose Type) ABC Or Any Combination (A = Wood, B=Liquid And C=Electrical Equipment)				
12	751	Each	2-1/2 lb.	
13	651	Each	5 lb.	
14	122	Each	10 lb.	
15	50	Each	20 lb.	

Item	Est. Qty.		Unit	Description	Unit Price
Dry Chemical Wheel Unit Pressure Or N2 Dry Chemical Wheel Unit Pressure Or N2 Tank Type					
16	35	Each	125 lb.		

Item	Est. Qty.	Unit	Description	Hourly Rate
Note: The following charge for repairs and purchase of parts will only apply to repair charges and purchase of parts not covered under the regular inspection price as indicated on Section 3, paragraph 3.4(A).				
17	40 ESTIMATED # OF HOURS FOR REPAIRS	Per Hour	Major repairs to fire extinguishers	
18	\$ 4,000 ESTIMATED DOLLAR VALUE FOR PURCHASE OF PARTS	N/A	Discount off of manufacturer's price list for parts	Discount _____ %



BID NO.: 4922-0/18

**OPENING: 2:00 P.M.
August 28, 2013**

MIAMI-DADE COUNTY, FLORIDA

**I N V I T A T I O N
T O B I D**

TITLE:

Fire Extinguishers Inspections and Maintenance

FOR INFORMATION CONTACT:

Caroline Burgos, 305-375-3689, ctburgo@miamidade.gov

IMPORTANT NOTICE TO BIDDERS:

- READ THIS ENTIRE DOCUMENT, THE GENERAL TERMS AND CONDITIONS, AND HANDLE ALL QUESTIONS IN ACCORDANCE WITH THE TERMS OUTLINED IN PARAGRAPH 1.2(D) OF THE GENERAL TERMS AND CONDITIONS.**
- FAILURE TO SIGN BID SUBMITTAL FORM IN SECTION 4 WILL RENDER YOUR BID NON-RESPONSIVE**

**MIAMI-DADE COUNTY
INTERNAL SERVICES DEPARTMENT
PROCUREMENT MANAGEMENT DIVISION**



MIAMI-DADE COUNTY, FLORIDA

INVITATION TO BID

Bid Number: 4922-0/18

Bid Title: Fire Extinguishers Inspections and Maintenance

Procurement Officer: Caroline Burgos

Bids will be accepted until 2:00 p.m. on August 28, 2013

Bids will be publicly opened. The County provides equal access and does not discriminate on the basis of disability in its programs or services. It is our policy to make all communication available to the public, including those who may be visually or hearing impaired. If you require information in a non-traditional format please call 305-375-5278.

Instructions: The Clerk of the Board business hours are 8:00am to 4:30pm, Monday through Friday. Additionally, the Clerk of the Board is closed on holidays observed by the County. Each Bid submitted to the Clerk of the Board shall have the following information clearly marked on the face of the envelope: the Bidders name, return address, Bid number, opening date of the Bid and the title of the Bid. Included in the envelope shall be an original and two copies of the Bid Submittal, plus attachments if applicable.

All Bids received time and date stamped by the Clerk of the Board prior to the bid submittal deadline shall be accepted as timely submitted. The circumstances surrounding all bids received and time stamped by the Clerk of the Board after the bid submittal deadline will be evaluated by the procuring department, in consultation with the County Attorney's Office, to determine whether the bid will be accepted as timely.

NOTICE TO ALL BIDDERS:

- **FAILURE TO SIGN THE BID SUBMITTAL FORM WILL RENDER YOUR BID NON-RESPONSIVE.**
- **THE BID SUBMITTAL FORM CONTAINS IMPORTANT CERTIFICATIONS THAT REQUIRE REVIEW AND COMPLETION BY ANY BIDDER RESPONDING TO THIS SOLICITATION.**

**MIAMI-DADE COUNTY
INTERNAL SERVICES DEPARTMENT
PROCUREMENT MANAGEMENT DIVISION**

SECTION 1
GENERAL TERMS AND CONDITIONS

Fire Extinguishers Inspections and Maintenance

All general terms and conditions of Miami-Dade County Procurement Contracts for Invitations to Bid are posted online. Persons and Companies that receive an award from Miami-Dade County through Miami-Dade County's competitive procurement process must anticipate the inclusion of these requirements in the resultant Contract. These standard general terms and conditions are considered non-negotiable subject to the County's final approval.

All applicable terms and conditions pertaining to this solicitation and resultant contract may be viewed online at the Miami-Dade County Procurement Management website by clicking on the below link:

<http://www.miamidade.gov/procurement/library/boilerplate/general-terms-and-conditions-r13-3.pdf>

SECTION 2
SPECIAL CONDITIONS

Fire Extinguishers Inspections and Maintenance

2.1 PURPOSE: TO ESTABLISH A CONTRACT FOR THE COUNTY

The purpose of this solicitation is to establish a contract for the inspection and maintenance of Fire Extinguishers for various County Departments on an as- needed basis.

2.2 TERM OF CONTRACT: FIVE (5) YEARS

This contract shall commence on the first calendar day of the month succeeding approval of the contract by the Board of County Commissioners, or designee, unless otherwise stipulated in the Notice of Award Letter which is distributed by the County's Procurement Management Division, and contingent upon the completion and submittal of all required bid documents. The contract shall expire on the last day of the sixtieth month of the contract term.

2.3 METHOD OF AWARD: TO MULTIPLE BIDDERS BY GROUP

Award of this contract will be made up to two (2) lowest priced responsive, responsible Bidders on a group-by-group basis. To be considered for award by group, the bidder shall offer prices for all items within a given group. If an awarded Bidder fails to submit an offer for all items within the group, its offer for that specific group may be rejected.

The Groups are as follows:

Group A: Non-Federally Funded Purchases

Group B: Federally Funded Purchases

In addition to County and contract requirements, all vendors shall meet the following minimum requirements:

- Fire Equipment Class "A" Dealer's License for servicing all types of fire extinguishers.
- Fire Equipment Class D License

Bidders must submit a copy of their Class A and Class D License along with the Bid Submittal.

While the method of award prescribes the method for determining the lowest responsive, responsible Bidder, the County will award this contract to the designated lowest Bidder as the Primary awarded Bidder and will award this contract to the designated second lowest Bidder as the Secondary awarded Bidder respectively. If the County exercises this right, the Primary awarded Bidder shall have the primary responsibility to initially perform the service or deliver the goods identified in this contract. If the Primary awarded Bidder fails to perform it may be terminated for default and the County shall have the option to seek the identified goods or services from the Secondary awarded Bidder. During the term of the contract, the County may also make award to the third lowest Bidder as tertiary if the Primary and Secondary, awarded Bidders do not perform.

Award to multiple Bidders is made for the convenience of the County and does not exempt the primary awarded Bidder from fulfilling its contractual obligations. Failure of any awarded

SECTION 2
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Fire Extinguishers Inspections and Maintenance

Bidder to perform in accordance with the terms and conditions of the contract may result in the awarded Bidder(s) being deemed in breach of contract. The County may terminate the contract for default and charge the Bidder re-procurement costs, if applicable.

2.4 PRICES

The prices proposed by the awarded Bidder(s) shall remain fixed for a period of one (1) year after the commencement of the contract. After this period, the bidder may submit a price adjustment request annually to the County based on the most recent annual index of the following: **Consumer Price Index (CPI), All Urban Consumers, All Items, Miami/Ft. Lauderdale Area.**

It is the awarded Bidder's responsibility to request any price adjustment under this provision. For any adjustment to be considered it must be submitted 90 days prior to expiration of the then one (1) year period. If no price adjustment request is received from the awarded Bidder(s), the County will assume that the awarded Bidder(s) has agreed to continue the contract at the then current rate.

The County reserves the right to negotiate lower pricing for any subsequent one-year (1) period based on market research information or other factors that influence price. The County reserves the right to apply any reduction in pricing for the one (1) year period based on the downward movement of the applicable index.

The County reserves the right to reject any price adjustments submitted by the Bidder

2.5 CONTACT PERSONS

For any additional information regarding the terms and conditions of this solicitation and resultant contract, Contact: Caroline Burgos, at (305) 375-3689 email - ctburgo@miamidade.gov.

2.6 AVAILABILITY OF CONTRACT TO OTHER COUNTY DEPARTMENTS

The County reserves the right to add County departments or agencies to this contract and purchase any and all items specified herein from the awarded Bidder(s) at the contract price(s) established herein. Under these circumstances, a separate purchase order shall be issued by the County, which identifies the requirements of the additional County department(s) or agency (ies).

2.7 SERVICES MAY BE ADDED AND FACILITIES MAY BE ADDED OR DELETED

It is hereby agreed and understood that similar or additional services may be added to this contract at the County's option. It is also agreed and understood that the County may add or delete facilities to this contract at the County's sole discretion. Awarded Bidder(s) under this contract shall be invited to submit price quotes for these additional services and/or facilities. If these quotes are determined to be fair and reasonable, then the additional work will be awarded to the current awarded Bidder(s) that offers the lowest acceptable pricing

The County may determine to obtain price quotes for the additional services from other bidders in the event that fair and reasonable pricing is not obtained from the current contract bidders, or for other reasons at the County's sole discretion.

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Fire Extinguishers Inspections and Maintenance

2.8 PURCHASE OF OTHER ITEMS NOT LISTED WITHIN THIS SOLICITATION BASED ON PRICE QUOTES:

While the County has listed all major items within this solicitation which, are utilized by County departments in conjunction with their operations, there may be similar items that must be purchased by the County during the term of this contract. Under these circumstances, a County representative will contact the Primary awarded Bidder to obtain a price quote for the similar items. If there are multiple vendors on the contract, the County representative may also obtain price quotes from these vendors. The County reserves the right to award these similar items to the Primary awarded Bidder, another contract vendor based on the lowest price quoted, or to acquire the items through a separate solicitation.

2.9 INVOICE INFORMATION

In addition to County and contract requirements in Section 1 Paragraph 1.34, all invoices must include the following:

The Bidder's invoice shall be itemized to indicate the extinguisher's serial no., bid item number, parts installed per the serial number (as per the Department of Insurance Uniform Fire Safety Standards 4A-21) and unit cost. Invoices repair and refilling should include the County representative's name that gave the approval to repair or refill of the extinguisher. The contract shall complete such billing invoice at the time the service is performed.

2.10 COMPLIANCE WITH FEDERAL REGULATIONS DUE TO USE OF FEDERAL FUNDING

Since the goods, services, and/or equipment that will be acquired under this solicitation will be purchased, in part or in whole, with federal funding, it is hereby agreed and understood that Section 60-250.4, Section 60-250.5 and Section 60-741.4 of Title 41 of the United States Code, which addresses Affirmative Action requirements for disabled workers, is incorporated into this solicitation and resultant contract by reference.

2.11 INDEMNIFICATION AND INSURANCE

Contractor shall indemnify and hold harmless the County and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the County or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by the Contractor or its employees, agents, servants, partners principals or subcontractors. Contractor shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the County, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may issue thereon. Contractor expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by Contractor shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County or its officers, employees, agents and instrumentalities as herein provided.

The Contractor shall furnish to the Internal Services Department / Procurement Management Services, 111 NW 1st Street, Suite 1300, Miami, Florida 33128, Certificate(s)

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Fire Extinguishers Inspections and Maintenance

of Insurance which indicate that insurance coverage has been obtained which meets the requirements as outlined below:

- A. Worker's Compensation Insurance for all employees of the Contractor as required by Florida Statute 440.
- B. Commercial General Liability Insurance on a comprehensive basis in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage. **Miami-Dade County must be shown as an additional insured with respect to this coverage.**
- C. Automobile Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work, in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage.

All insurance policies required above shall be issued by companies authorized to do business under the laws of the State of Florida, with the following qualifications:

The company must be rated no less than "B" as to management, and no less than "Class V" as to financial strength by Best's Insurance Guide, published by A.M. Best Company, Oldwick, New Jersey, or its equivalent, subject to the approval of the County Risk Management Division.

Or

The company must hold a valid Florida Certificate of Authority as shown in the latest "List of All Insurance Companies Authorized or Approved to Do Business in Florida" issued by the State of Florida Department of Financial Services.

NOTE:	CERTIFICATE HOLDER MUST READ:	MIAMI-DADE COUNTY 111 NW 1st STREET SUITE 2340 MIAMI, FL 33128
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2.12 PUBLIC HOUSING AND COMMUNITY DEVELOPMENT (PHCD) SECTION 3 OF THE HUD ACT OF 1968

CONE OF SILENCE EXEMPTION. PHCD staff and bidders may communicate orally while a bid is in progress and prior to award of bid to clarify Section 3 definitions, requirements and business preference procedures, pursuant to the Miami-Dade Commission on Ethics opinion on March 10, 2004.

I. GENERAL REQUIREMENTS FOR PHCD ONLY

This contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968 and the implementing regulations in 24 Code of Federal Regulations (CFR) Part 135, as amended by interim rule published on June 30, 1994 (59 FR 33866). Bidders interested in receiving copy of this regulation may email their request to Public Housing and Community Development (PHCD) Resident Services Unit at section3@miamidade.gov. Section 3 requires that, to the greatest extent feasible and consistent with Federal, State and local laws and regulations, job training, employment, and contracting opportunities be directed to low and very-low income

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persons. Contractors must familiarize themselves with Section 3 regulations and requirements.

This contract is also subject to federal affirmative marketing plan requirements, which require the contractor to take all necessary affirmative marketing steps to ensure small, minority and women-owned business enterprises are used only, if subcontracting is applicable to this contract.

II. SECTION 3 DEFINITIONS

The term "Section 3 business" is defined as follows:

Firms owned by Miami-Dade County (M-DC) residents who meet M-DC's low income household limits (see "Miami-Dade Income Limits") or whose firms include 30% of these persons as full-time employees.

The term "new hires" is defined as follows:

New hires means full-time employees for permanent, temporary or seasonal employment opportunities and include, but are not necessarily limited to, all management, maintenance, clerical and administrative jobs arising in connection with the development(s) stipulated in the contract award.

The term "Section 3 Resident" is defined as follows:

A **Section 3 Resident** is an individual who lives in Miami-Dade County and (a) is a resident of public housing; **or** (b) is a resident of another federally assisted housing program (Section 8, Section 202, etc.); **or** is a current recipient or participant in a public assistance program (TANF, JTPA, etc.); **or** (c) whose family household income meets the definition of a low-or very-low income family (see no. 5, below).

The current Miami-Dade Income Limits are as follows:

MIAMI-DADE 2012 INCOME LIMITS

	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Very Low Income (50%)	\$23,000	\$26,250	\$29,550	\$32,450	\$38,050	\$38,050	\$40,700	\$43,300
Low-Income (80%)	\$36,750	\$42,000	\$47,250	\$56,700	\$56,700	\$60,900	\$65,100	\$69,300

III. SECTION 3 BID PREFERENCE TERMS AND REQUIREMENTS

Preference in the award of PHCD requests for quotes under this contract will be provided as follows:

1. Bids are being solicited from all businesses. If no responsive bid by a PHCD pre-certified Section 3 business meets the "X" factor, as defined below, the contract may be awarded to the lowest responsive, responsible bidder.
2. Where applicable, an award will be made to the LOWEST responsive, responsible pre-certified Section 3 business, with the highest priority ranking, as stipulated under Section III, "Section 3 Business Priority Rankings", if that bid: is within the maximum total contract price established in PHCD's budget, and is not more than "X" higher than the total bid price of the lowest responsive bid from any responsible bidder. "X" is determined as follows:

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Fire Extinguishers Inspections and Maintenance

Bid Amount	X = Lesser of:
When the lowest responsive bid is less than \$100,000	10% of that bid, up to \$9,000
When the lowest responsive bid is between:	
\$100,000, but less than \$200,000	9% of that bid, up to \$16,000
\$200,000, but less than \$300,000	8% of that bid, up to \$21,000
\$300,000, but less than \$400,000	7% of that bid, up to \$24,000
\$400,000, but less than \$500,000	6% of that bid, up to \$25,000
\$500,000, but less than \$1 million	5% of that bid, up to \$40,000
\$1 million, but less than \$2 million	4% of that bid, up to \$60,000
\$2 million, but less than \$4 million	3% of that bid, up to \$80,000
\$4 million, but less than \$7 million	2% of that bid, up to \$105,000
\$7 million or more	1 %of lowest/responsive bid, with no dollar limit

3. For information on how to become a PHCD-certified Section 3 business, download application at www.miamidade.gov/housing/section3 or email, PHCD Resident Services Unit, at section3@miamidade.gov.
4. **In order for bidder to qualify for a Section 3 contracting preference**, bidder must be pre-certified by PHCD as a Section 3 business, at least two weeks prior to the bid opening date, and submit **Document 00200-B, "Section 3 Business Preference Claim"** (Attachment 2) with bid quote.
5. Section 3 businesses are required to comply with procedures listed under Section IV, "Section 3 Required Documents to Be Submitted with Each PHCD Bid (When Subcontracting is Not Applicable)", page 3, and Section VI "Section 3 Required Contractor and Subcontractor Post-Award Procedures (PHCD Projects Only)".
6. **SECTION 3 BUSINESS PRIORITY RANKINGS:** (The highest priority ranking (PR) is #1.)
 - PR#1:** 51% or more owned by PHCD public housing residents, or whose full-time, permanent work force includes 30 percent of these persons as employees (**Category 1 Businesses**);
 - PR#2:** Business owners who are or were participants (within last three years) in HUD Youth build programs currently operating in Miami-Dade County. For more information, contact YWCA of Greater Miami, Inc., at 305- 377-9922, or Fax 305-373-9922 (**Category 2 Businesses**);
 - PR#3:** 51% or more owned by residents of a federally assisted housing program, such as Section 8, Section 202, HOME, etc., or whose full-time, permanent work force includes no less than 30 percent of those persons as employees (**Category 3 Businesses**);
 - PR#4:** a) 51 percent or more owned by low or very low-income persons who reside in Miami-Dade County; or whose permanent, full-time work force includes no less than 30 percent of low-income Miami-Dade County persons as employees, including persons that are not currently low or very low-income persons but were low or very- low-income persons, as long as the date of first employment with the business concern has not

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exceeded a period of three years (see Section II. no. 4", for current Miami-Dade low and very-low income limits); or

b) Provide evidence of a commitment to subcontract in excess of 25 percent of the total amount of subcontracts to be awarded to business concerns identified under Priority # 1 (category 1 businesses only (PR#4 a and b above are **Category 4 Businesses**).

IV. SECTION 3 REQUIRED DOCUMENTS TO BE SUBMITTED WITH EACH PHCD BID (WHEN SUBCONTRACTING IS NOT APPLICABLE)

This contract is a Section 3 covered activity (PHCD only). Section 3 requires that job training, employment and contracting opportunities be directed toward low and very-low income persons and to businesses that provide economic opportunities to those persons.

All bidders are required to execute and submit Document 00400, "Section 3 Economic Opportunity and Affirmative Marketing Plan (Plan)", with the bid (see Appendix Attachment 1). An executed Plan document is the bidder's certification that he or she will take all necessary affirmative marketing steps required, in connection with PHCD project award, to (a) meet Section 3 training and employment goals, where feasible, when filling vacant or new positions resulting from PHCD awards, and also seek to recruit qualified minorities and women to fill vacant or new positions resulting from PHCD awards; and (b) meet Section 3 subcontract goals and ensure small minority and women subcontractors are used (where applicable is permitted).

V. SECTION 3 OPTIONAL DOCUMENT (TO BE SUBMITTED WITH BID)

Bidders who wish to claim a Section 3 bid preference, are required to submit *Document 00200-B, "Section 3 Business Preference Claim"* (Attachment 2), with the bid (see Section II, Section 3 Bid Preference Terms and Requirements, page 2). Only bidders who have been pre-certified by PHCD as a Section 3 business shall be eligible to claim a Section 3 business preference.

VI. SECTION 3 POST-AWARD PROCEDURES (PHCD PROJECTS ONLY)

1. The contractor must submit required PHCD post-award forms (presented at a PHCD post-award meeting), during the performance of the contract in the frequency and format requested by PHCD.
2. Contractor will be required to submit documentation to PHCD of efforts and results made to train and employ Section 3 residents (resulting from PHCD awards only) in accordance with his or her Plan during the performance of the contract in the format and frequency required by PHCD.
3. Contractor, including any Section 3, small, minority or women-owned business concern awarded work through this PHCD project, must commit to train and employ qualified Section 3 residents (only where vacant or new positions exist in connection with this award) to the greatest extent feasible, not less than **30% of the total number of new hires, but no less than one, whichever is greater**, within their labor force during the term of the contract, in the priority order indicated under Section VII, "Section 3 Resident Priority Order for Training and Employment Opportunities", no.8, below.

SECTION 2
SPECIAL CONDITIONS

Fire Extinguishers Inspections and Maintenance

4. Contractor is also required to undertake efforts to hire public housing, Section 8 and other Section 3 residents (only where vacant or new positions exist in connection with this award), in part-time positions, for permanent, temporary, or seasonal employment.
5. In addition to nos. 1 and 2 above, contractors must solicit to all minorities and women when filling vacant or new full-time or part-time positions generated through PHCD projects.
6. Contractor must explain to all job applicants how to claim a Section 3 preference (using PHCD forms provided at each pre-construction meeting) and show them the Miami-Dade income chart, included under Section II, page 1.
7. When there is a need for new hires, contractor must include Section 3 preference language in job news ads, flyers, and community notice. Notices must be placed at the site where work is to take place and in the surrounding community.
8. When there is a need for new hires resulting from PHCD awards, contractor must carry out recruitment in accordance with the training and employment recruitment requirements listed in Contractor's Plan (see Document 00400, Attachment 1).

VII. SECTION 3 RESIDENT PRIORITY ORDER FOR TRAINING AND EMPLOYMENT OPPORTUNITIES

1. PHCD public housing residents (Category 1 residents);
2. Participants in HUD Youth build programs currently operating in Miami-Dade County. For more information, contact YWCA of Greater Miami, Inc. at 305-377-9922, or Fax 305-373-9922 (Category 2 residents);
3. Recipients of federal government housing assistance programs, such as Section 8, Section 202, HOME, etc., or who are participants in a federally funded job training program, such as J.T.P.A., etc. (Category 3 residents); or
4. Other individuals who reside in Miami-Dade County, and meet the definition of a low, or very low-income person, as defined, in the current Miami-Dade Income limits (Category 4 residents).

VIII. WELFARE-TO-WORK TAX INCENTIVE AND WORK OPPORTUNITY TAX CREDIT PROGRAM

For information and application assistance, contact the South Florida Workforce, at 305-693-2060, 7900 NW 27 Avenue, Miami, FL 33147.

IX. SECTION 3 CLAUSE

The *Section 3 Clause* found at Section 3 regulation, 24 CFR Part 135, p.135.38, must be included in all Section 3 covered contracts. The awarded contractor and subcontractors (where applicable) will be bound by its provisions and the *Clause* and must be included in all subcontractor agreements.

SECTION 3 CLAUSE

- a. The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of Section 3 is to ensure that the employment and other economic opportunities generated by HUD assistance of HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible,

SECTION 2
SPECIAL CONDITIONS

Fire Extinguishers Inspections and Maintenance

be directed to low and very low income persons, particularly persons who are recipients of HUD assistance for housing.

- b. The parties to this contract agree to comply with HUD's regulations in 24 CFR Part 135, which implement Section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the Part 135 regulations.
- c. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or worker's representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.
- d. The contractor agrees to include this Section 3 clause in every subcontract subject to be in compliance with regulations in 24 CFR Part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this Section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR Part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR Part 135.
- e. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed; and (2) with persons other than those to whom the regulations of 24 CFR Part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.
- f. Noncompliance with HUD's regulations in 24 CFR Part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.
- g. With respect to work performed in connection with Section 3 covered Indian housing assistance, Section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises Parties to this contract that are subject to the provisions of Section 3 and Section 7(b) agree to comply with Section 3 to the maximum extent feasible, but not in derogation of compliance with Section 7(b).

SECTION 3
TECHNICAL SPECIFICATIONS

Fire Extinguishers Inspections and Maintenance

3.1 PURPOSE

The purpose of this Invitation to Bid (ITB) is to secure firm fixed pricing and establish a term contract for the annual Inspection, Recharging and Hydro-testing of Fire Extinguishers at various locations throughout Miami-Dade County. It is the intent of this ITB to have maximum assurance that a fire extinguisher will operate effectively and safely. Requirements include a thorough examination and any necessary repairs or replacement in accordance with NFPA #10, 2010, Standard for Portable Fire Extinguishers, or latest edition.

3.2 GENERAL

All scheduled inspections shall be performed during normal business hours between 8:00 a.m. to 5:00 p.m., Monday through Friday or may be scheduled at an agreed upon time between the County department and awarded Bidder(s). All work shall be scheduled in advance through the respective County representative. Awarded Bidder(s) shall provide a statement of completion to the County representative for final approval. This statement shall accompany the invoice when billing for payment. The cost of all labor, materials, routine parts and tools necessary to perform annual inspections, recharges, including K Class fire extinguishers, and hydro-testing of fire extinguishers, shall be included in the prices on the Bid Response page(s). The awarded Bidder(s) shall have fully equipped service facilities which can provide parts, loaners and prompt service.

3.3 STANDARDS/REGULATIONS

The annual inspections, recharging, and hydro-testing services of fire extinguishers shall be in compliance with all local, state and federal directives, ordinances, rules, orders and laws as applicable to, and affected by, this term contract including, but not limited to, State of Florida's Department of Professional Regulation, Electrical Contractors' Licensing Board's Chapter 489, Part II, Florida Statutes and Rules 21-CG. All relevant standards shall comply with the National Fire Protection Association (NFPA) and the most recent edition, NFPA 10, and all current adopted editions of NFPA 1, 10, 11A, 12, 12A, 12B, 13, 15, 16, 17, 70, 96, 101, 403, 407, 408, 409, 410, 412, 414, 415, 418 and other standards relevant to the equipment covered by this contract. All recharges are to be guaranteed in accordance with the State law. If a fire extinguisher leaks down during the contract period and the seal is intact and nozzle or horn is free of chemical and pull pin is in place, it shall be recharged at no additional charge to the County.

3.4 SERVICES TO BE PROVIDED

Bidders shall provide separate prices per Section 4 pricing schedule for Groups A and B.

Group A – Non-Federally Funded Purchases

Group A is for non-federally funded annual Fire Extinguishers Maintenance Services, Inspections and Certification.

Group B – Federally Funded Purchases

SECTION 3
TECHNICAL SPECIFICATIONS

Fire Extinguishers Inspections and Maintenance

Group B is for federally funded annual Fire Extinguishers Maintenance Services, Inspections and Certification.

Section 4 of this solicitation provides for pricing when goods are purchased with federal funds. Certain clauses within this solicitation do not apply to purchases made with federal funds, as follows: Section 1 Paragraph 1.10 (Local Preferences), Section 1, Paragraph 1.27 (Office of the Inspector General), Section 1, Paragraph 1.35 (County User Access Program - UAP), Paragraph 1.44 (Local Certified Service-Disabled Veteran Business Enterprises) and Section 2, Paragraph 2.2 (Small Business Contract Measures).

A. Fire Extinguisher Maintenance Services, Inspections and Certifications

The following services are to be provided by awarded Bidder(s) for **Groups A & B**:

- a) Provide the name of the person who should be contacted by Miami-Dade County, including emergency telephone numbers, for services specified herein.
- b) Inspect and service all fire extinguishers as required by the contract:
 - i. If during the inspection a fire extinguisher is found to be in need of repair or replacement of one of the following listed parts, the repair and part shall be included in the cost of the inspection:
 1. O-ring
 2. Pull pin and seals
 3. Valve stems
 4. Gauges
 - ii. All replacement parts shall be new and equal to the part replaced and be UL listed for use in the extinguisher being serviced.
 - iii. It will be up to the end-user department's discretion to recharge the existing extinguishers. When submitting an invoice for refilling, the awarded Bidder must indicate the name of the authorized County Representative that approved the refill.
- c) Verify that extinguishers are placed at their proper location; ensure that there are no obstruction to access or visibility; verify that operating instructions are on nameplate and facing outward; ensure safety seals and tamper indicators are not broken or missing; determine fullness by weighing units; examine units for obvious physical damage, corrosion, leakage, or clogged nozzle; conduct pressure gauge reading; and ensure that service tag shall be attached to each fire extinguisher.
- d) Inspect the cabinet housing and inform Miami-Dade County of any maintenance issues or obstructions. Portable fire extinguishers must be securely installed on a hanger or bracket and mounted according to manufacturer's instructions.

SECTION 3
TECHNICAL SPECIFICATIONS

Fire Extinguishers Inspections and Maintenance

- e) Install mounting brackets, if necessary and include mounting if extinguisher is not in cabinet. The annual inspection fee shall include all labor associated with these requirements.
- f) Inspect and verify the fire extinguisher has a label and tag that includes proper information: serial number, name of inspector, permit number of person who serviced extinguisher, type of service performed, type of extinguisher, month and year service was performed. Note: Tags should be weather resistant, if extinguisher is exposed to the weather. When an inspection of any fire extinguisher reveals a deficiency, in any condition noted above, immediate corrective action shall be taken.
- g) Schedule maintenance appointment with the respective County departments fifteen (15) days in advance.
- h) Repair and replacement of the parts listed on Section 3, paragraph 3.4(A) shall be included in the cost of the inspection. When a fire extinguisher is found to be in need of repair, an authorized County representative shall be notified and a decision to repair or not shall be made by said authorized representative. When submitting an invoice for repair, the awarded Bidder must indicate the name of the authorized County representative that approved the repair.

In the event some extinguishers cannot be serviced or the decision is made not to repair the extinguishers, said extinguisher shall be returned to the user department with a written explanation of condition and recommendation for disposition.

Note: Unserviceable extinguishers shall be returned to departments within one day of pick-up. When required to replace a part, the removed/broken part must be returned to the user department's authorized County representative, along with the fire extinguisher.

- i) Provide loaner equipment as required by The Division of State Fire Marshal Office Uniform Fire Safety Rules and Standards Chapter 4A-21 and replace the fire extinguisher with an equal rating and type, and suitable for the type hazard being protected, with inspection tag and current date.
- j) Return all serviced equipment within twenty-four (24) hours after pickup. There shall be no charge for loaner equipment unless approved by the County.
- k) Ensure that the loaner equipment is placed in the proper location of the original equipment that is being serviced or tested, and, upon the return of the original equipment, loaner equipment shall be returned to the awarded Bidder at no additional cost to the County.

In addition, when equipment goes on vehicles, and/or when County personnel gathers equipment at a designated location for servicing, the awarded Bidder shall be responsible for all transportation charges and for pickup and delivery to the required location. The suitability for the type hazard being protected shall be in compliance with NFPA 10, Standard for Portable Fire Extinguishers including its appendices, as amended.

SECTION 3
TECHNICAL SPECIFICATIONS

Fire Extinguishers Inspections and Maintenance

- l) Inspect to ensure extinguisher is fully and properly charged, operable, in its designated place, has not been actuated and/or tampered with, and has no physical damage or condition to prevent its operation.
- m) Keep records of all fire extinguishers inspected and indicate the serial number, size, type, manufactured date, annual and hydro-test dates, services performed, and parts replaced. Include all proper information on attached fire extinguisher tag. Upon request, provide records during the term of the contract as well as at contract termination, at no additional charge to the County.
- n) Provide a detailed report of each inspection to include any system deficiencies, corrections made, along with recommended improvements. Each report shall be forwarded to the appropriate authorized County representative. No payment shall be made until the inspection report is delivered to the authorized County representative. Each fire extinguisher shall have a tag or label securely attached that indicates the month and year recharging was performed and the person performing the service. A "Verification of Service" (maintenance or recharging) collar shall also be attached to the extinguisher in accordance with NFPA 10 requirements.

3.5 MIAMI-DADE COUNTY DEPARTMENTS UTILIZING CONTRACT

- 1. Aviation Department
- 2. Community Action and Human Services
- 3. Corrections and Rehabilitation
- 4. Department Internal Services Department
- 5. Fire Rescue Department
- 6. Public Housing and Community Development
- 7. Transit
- 8. Police Department
- 9. Regulatory and Economic Resource
- 10. Parks and Recreation Department
- 11. Public Works Waste Management
- 12. Seaport Department
- 13. Vizcaya Museum and Gardens
- 14. Water and Sewer Department

SECTION 4
BID SUBMITTAL FORM

Submit Bid To:
CLERK OF THE BOARD
Stephen P. Clark Center
111 NW 1st Street
17th Floor, Suite 202
Miami, Florida 33128-1983

August 28, 2013

**PLEASE QUOTE PRICES F.O.B. DESTINATION, FREIGHT ALLOWED, LESS TAXES,
DELIVERED IN MIAMI-DADE COUNTY, FLORIDA.**

NOTE: Miami-Dade County is exempt from all taxes (Federal, State, Local). Bid price should be less all taxes. Tax Exemption Certificate furnished upon request.

Issued
by: **CTB**

ISD/PM

Date Issued:
8/14/2013

This Bid Submittal Consists of
Pages **15** through **23 +Affidavits**

Sealed bids subject to the Terms and Conditions of this Invitation to Bid and the accompanying Bid Submittal. Such other contract provisions, specifications, drawings or other data as are attached or incorporated by reference in the Bid Submittal, will be received at the office of the Clerk of the Board at the address shown above until the above stated time and date, and at that time, publicly opened for furnishing the supplies or services described in the accompanying Bid Submittal Requirement.

Title:
Fire Extinguishers Inspections and Maintenance

A Bid Deposit in the amount of **N/A** the total amount of the bid shall accompany all bids.

A Performance Bond in the amount of **N/A** the total amount of the bid will be required upon execution of the contract by the Awarded Bidder and Miami-Dade County.

DO NOT WRITE IN THIS SPACE	
ACCEPTED _____	HIGHER THAN LOW _____
NON-RESPONSIVE _____	NON-RESPONSIBLE _____
DATE B.C.C. _____	NO BID _____
ITEM NOS. ACCEPTED _____	
COMMODITY CODE: 340-29	
Procurement Contracting Officer: Caroline Burgos	

FIRM NAME _____

RETURN ONE ORIGINAL AND TWO COPIES OF BID SUBMITTAL PAGES AND AFFIDAVITS.

FAILURE TO SIGN THE BID SUBMITTAL FORM IN SECTION 4 WILL RENDER YOUR BID NON-RESPONSIVE.

SECTION 4
BID SUBMITTAL FOR:
Fire Extinguishers Inspections and Maintenance

FIRM NAME: _____

	Summarized Requirement:	Initial as Completed
Section 2, Paragraph 2.3	Vendors must hold and maintain a valid Class "A" Fire Equipment Dealer's License for servicing all types of Fire Extinguishers and Fire Equipment Class "D". A copy of each is attached.	_____

<p style="text-align: center;"><u>GROUP A (NON-FEDERAL FUNDED)</u> <u>FIRE EXTINGUISHER MAINTENANCE SERVICES, INSPECTIONS AND CERTIFICATIONS</u></p>				
<p>Service to inspect and certify any of the following types of extinguishers per specifications as stated in Section 3, Paragraph 3.4A:</p>				
Item	Est. Qty.	Unit	Description	Unit Price
1	1010	Each	CO2 type to include 3 lb. thru 20lb.	
2	2592	Each	Dry chemical - regular & multi-purpose type (to include 5 lb. Thru 20 lb.)	
3	149	Each	Halon fire extinguishers (all types)	
4	440	Each	Water pressure type portable fire extinguishers (2-1/2 gallon).	
5	3282	Each	Dry chemical, 1 lb. Thru 40 lbs. Regular & multi-purpose (to include Class A, B, C or any combination)	
6	12	Each	AFFF Foam type (2-1/2 gallons)	
Dry Chemical, Wheel Unit Pressure Or N2 Tank Type				
7	340	Each	125 lb. Units	
8	6	Each	300 lb. Units	
9	36	Each	Carbon Dioxide wheel unit type (to include 50 lbs. thru 100 lbs.)	
Amerex Automatic/Manual Fire Extinguishers Systems				
10	4	Each	Model No. V-13	
11	3	Each	Model No. V-25	
Ansul Automatic/Manual Fire Extinguishers Systems				
12	52	Each	2 cylinders, Model # R-102-3/36 gal.	
13	42	Each	1 cylinder, Model # R-102-36 gal.	
14	30	Each	Inergen 2175	
15	411	Each	CO 2 type (to include 5 lbs. Thru 20 lbs.) Hydrostatic Testing Per Unit	

SECTION 4
BID SUBMITTAL FOR:
Fire Extinguishers Inspections and Maintenance

FIRM NAME: _____

Item	Est. Qty.	Unit	Description	Unit Price
16	215	Each	Dry chemical - regular & multi-purpose type (to include 5 lbs. thru 20 lbs.)	
17	595	Each	Halon fire extinguishers (all types)	
18	155	Each	Water pressure type portable fire extinguishers (2-1/2 gallon)	
19	892	Each	Dry chemical, 1 lb. thru 40 lbs. Regular & multi-purpose (to include Class A, B, C, or any combination.)	
20	32	Each	AFFF Foam type (2-1/2 gallons)	
Dry Chemical, Wheel Unit Pressure Or N2 Tank Type				
21	14	Each	75 lb.	
22	21	Each	125 lb.	
23	340	Each	150 lb.	
24	8	Each	300 lb.	
25	4	Each	CO2 50 lb., Amerex Model # 333	
26	5	Each	Carbon Dioxide wheel unit type (to include 50 lb. thru 100 lbs.)	
27	7	Each	Amerex Automatic/Manual fire extinguishers systems, Model No. V-13	

Refill For The Following Types Of Fire Extinguishers:				
Item	Est. Qty.	Unit	Description	Unit Price
CO 2 TYPE				
28	400	Each	5 lb.	
29	629	Each	10 lb.	
30	63	Each	15 lb.	
31	432	Each	20 lb.	

SECTION 4
BID SUBMITTAL FOR:
Fire Extinguishers Inspections and Maintenance

FIRM NAME: _____

Item	Est. Qty.	Unit	Description	Unit Price
Dry Chemical (Regular & Multi-Purpose Type) ABC Or Any Combination (A = Wood, B=Liquid And C=Electrical Equipment)				
32	1209	Each	2-1/2 lb.	
33	2597	Each	5 lb.	
34	1943	Each	10 lb.	
35	557	Each	20 lb.	
36	60	Each	30 lb.	

Item	Est. Qty.	Unit	Description	Unit Price
Dry Chemical Wheel Unit Pressure Or N2 Dry Chemical Wheel Unit Pressure Or N2 Tank Type				
37	13	Each	125 lb.	

Item	Est. Qty.	Unit	Description	Unit Price
Carbon Dioxide Wheel Unit Type				
38	15	Each	50 lb.	

Item	Est. Qty.	Unit	Description	Unit Price
Halon 1211 Fire Extinguishers				
39	97	Each	5 lb.	
40	44	Each	9 lb.	
41	55	Each	14 lb.	
42	4	Each	150 lb.	
43	6	Each	Water pressure type portable fire extinguishers (2-1/2 gallon)	

SECTION 4
BID SUBMITTAL FOR:
Fire Extinguishers Inspections and Maintenance

FIRM NAME: _____

Note: The following charge for repairs and purchase of parts will only apply to repair charges and purchase of parts not covered under the regular inspection price as indicated on Section 3, paragraph 3.4(A).

Item	Est. Qty.	Unit	Description	Hourly Rate
44	621 <i>ESTIMATED # OF HOURS FOR REPAIRS</i>	Per Hour	Major repairs to fire extinguishers	
45	\$ 14,100 <i>ESTIMATED DOLLAR VALUE FOR PURCHASE OF PARTS</i>	N/A	Discount off of manufacturer's price list for parts	Discount _____ %

GROUP B (FEDERALLY FUNDED)

FIRE EXTINGUISHER MAINTENANCE SERVICES, INSPECTIONS AND CERTIFICATIONS

Service to inspect and certify any of the following types of extinguishers per specifications as stated in Section 3, Paragraph 3.4A:

Item	Est. Qty.	Unit	Description	Unit Price
1	477	Each	CO2 type to include 3 lb. thru 20lb.	
2	404	Each	Dry chemical - regular & multi-purpose type (to include 5 lb. Thru 20 lb.)	
3	40	Each	Halon fire extinguishers (all types)	
4	100	Each	Water pressure type portable fire extinguishers (2 1/2 gallon).	
5	5,134	Each	Dry chemical, 1 lb. Thru 40 lbs. Regular & multi-purpose (to include Class A, B, C or any combination)	
Dry chemical, wheel unit pressure or N2 tank type.				
6	10	Each	125 lb. Units	
Hydrostatic Testing Per Unit				
7	1	Each	CO 2 type (to include 5 lbs. Thru 20 lbs.)	
8	430	Each	Dry chemical, 1 lb. thru 40 lbs. Regular & multi-purpose (to include Class A, B, C, or any combination.)	
Dry chemical, wheel unit pressure or N2 tank type				
9	2	Each	125 lb.	

SECTION 4
BID SUBMITTAL FOR:
Fire Extinguishers Inspections and Maintenance

FIRM NAME: _____

Item	Est. Qty.	Unit	Description	Unit Price
Refill For The Following Types Of Fire Extinguishers:				
CO 2 TYPE				
10	468	Each	10 lb.	
11	21	Each	15 lb.	

Item	Est. Qty.	Unit	Description	Unit Price
Dry Chemical (Regular & Multi-Purpose Type) ABC Or Any Combination (A = Wood, B=Liquid And C=Electrical Equipment)				
12	751	Each	2-1/2 lb.	
13	651	Each	5 lb.	
14	122	Each	10 lb.	
15	50	Each	20 lb.	
Item	Est. Qty.	Unit	Description	Unit Price
Dry Chemical Wheel Unit Pressure Or N2 Dry Chemical Wheel Unit Pressure Or N2 Tank Type				
16	35	Each	125 lb.	

Item	Est. Qty.	Unit	Description	Hourly Rate
Note: The following charge for repairs and purchase of parts will only apply to repair charges and purchase of parts not covered under the regular inspection price as indicated on Section 3, paragraph 3.4(A).				
17	40 <i>ESTIMATED # OF HOURS FOR REPAIRS</i>	Per Hour	Major repairs to fire extinguishers	
18	\$ 4,000 <i>ESTIMATED DOLLAR VALUE FOR PURCHASE OF PARTS</i>	N/A	Discount off of manufacturer's price list for parts	Discount _____ %

**SECTION 4
BID SUBMITTAL FOR:
Fire Extinguishers Inspections and Maintenance**

ACKNOWLEDGEMENT OF ADDENDA

INSTRUCTIONS: COMPLETE PART I OR PART II, WHICHEVER APPLIES

PART I:

LIST BELOW THE DATES OF ISSUE FOR EACH ADDENDUM RECEIVED IN CONNECTION
WITH THIS BID

Addendum #1, Dated _____

Addendum #2, Dated _____

Addendum #3, Dated _____

Addendum #4, Dated _____

Addendum #5, Dated _____

Addendum #6, Dated _____

Addendum #7, Dated _____

Addendum #8, Dated _____

PART II:

☐ NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS BID

FIRM NAME: _____

AUTHORIZED SIGNATURE: _____

DATE: _____

TITLE OF OFFICER: _____



Bid Title: **Fire Extinguishers Inspections and Maintenance**

By signing this Bid Submittal Form the Bidder certifies that it satisfies all legal requirements (as an entity) to do business with the County, including all Conflict of Interest and Code of Ethics provisions in Section 2-11 of the Miami-Dade County Code. Any County employee or member of his or her immediate family seeking to contract with the County shall seek a conflict of interest opinion from the Miami-Dade County Ethics Commission prior to submittal of a Bid response or application of any type to contract with the County by the employee or his or her immediate family and file a copy of that request for opinion and any opinion or waiver from the Board of County Commissioners with the Clerk of the Board. The affected employee shall file with the Clerk of the Board a statement in a form satisfactory to the Clerk disclosing the employee's interest or the interest of his or her immediate family in the proposed contract and the nature of the intended contract at the same time as or before submitting a Bid, response, or application of any type to contract with the County. Also a copy of the request for a conflict of interest opinion from the Ethics Commission and any corresponding opinion, or any waiver issued by the Board of County Commissioners, must be submitted with the response to the solicitation.

In accordance with Sec. 2-11.1(s) of the County Code as amended, prior to conducting any lobbying **regarding this solicitation, the Bidder must file the appropriate form with the Clerk of the Board stating that a particular lobbyist is authorized to represent the Bidder.** Failure to file the appropriate form in relation to each solicitation may be considered as evidence that the Bidder is not a responsible contractor.

The Bidder confirms that this Bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a Bid for the same goods and/or services and in all respects is without collusion, and that the Bidder will accept any resultant award. Further, the undersigned acknowledges that award of a contract is contingent upon Bidder registration. Failure to register as a Bidder within the specified time may result in your firm not being considered for award.

Pursuant to Miami-Dade County Ordinance 94-34, any individual, corporation, partnership, joint venture or other legal entity having an officer, director, or executive who has been convicted of a felony during the past ten (10) years shall disclose this information at the time of bid or proposal submission.

☐ **Place a check mark here only if bidder has such conviction to disclose.**

By executing this proposal through a duly authorized representative, the proposer certifies that the proposer is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, as those terms are used and defined in sections 287.135 and 215.473 of the Florida Statutes. In the event that the proposer is unable to provide such certification but still seeks to be considered for award of this solicitation, the proposer shall execute the proposal through a duly authorized representative and shall also initial this space: _____. In such event, the proposer shall furnish together with its proposal a duly executed written explanation of the facts supporting any exception to the requirement for certification that it claims under Section 287.135 of the Florida Statutes. The proposer agrees to cooperate fully with the County in any investigation undertaken by the County to determine whether the claimed exception would be applicable. The County shall have the right to terminate any contract resulting from this solicitation for default if the proposer is found to have submitted a false certification or to have been placed on the Scrutinized Companies for Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

LOCAL PREFERENCE CERTIFICATION: For the purpose of this certification, a "local business" is a business located within the limits of Miami-Dade County (or Broward County in accordance with the Interlocal Agreement between the two counties) that conforms with the provisions of Section 1.10 of the General Terms and Conditions of this solicitation and contributes to the economic development of the community in a verifiable and measurable way. This may include, but not be limited to, the retention and expansion of employment opportunities and the support and increase to the County's tax base.

☐ **Place a check mark here only if affirming bidder meets requirements for Local Preference. Failure to complete this certification at this time (by checking the box above) may render the Bidder ineligible for Local Preference.**



LOCALLY-HEADQUARTERED BUSINESS CERTIFICATION: For the purpose of this certification, a "locally-headquartered business" is a Local Business whose "principal place of business" is in Miami-Dade County, as defined in Section 1.10 of the General Terms and Conditions of this solicitation.

☐ Place a check mark here only if affirming bidder meets requirements for the Locally-Headquartered Preference (LHP). Failure to complete this certification at this time (by checking the box above) may render the Bidder ineligible for the LHP. The address of the locally-headquartered office is _____.

LOCAL CERTIFIED SERVICE-DISABLED VETERAN BUSINESS ENTERPRISE CERTIFICATION: A Local Certified Service-Disabled Veteran Business Enterprise is a firm that is (a) a local business pursuant to Section 2-8.5 of the Code of Miami-Dade County and (b) prior to bid submission is certified by the State of Florida Department of Management Services as a service-disabled veteran business enterprise pursuant to Section 295.187 of the Florida Statutes.

☐ Place a check mark here only if affirming bidder is a Local Certified Service-Disabled Veteran Business Enterprise. A copy of the certification must be submitted with this proposal.

COUNTY USER ACCESS PROGRAM (UAP): Joint purchase and entity revenue sharing program

For the County's information, the bidder is requested to indicate, at 'A' and 'B' below, its general interest in participating in the Joint Purchase Program of the County User Access Program (UAP) described in Section 1.35 of this contract solicitation, if that section is present in this solicitation document. Bidder participation in the Joint Purchase portion of the UAP is **voluntary**, and the bidder's expression of general interest at 'A' and 'B' below is for the County's information only and **shall not be binding** on the bidder.

- A. If awarded this County contract, would you be interest in participating in the Joint Purchase portion of the UAP with respect to other governmental, quasi-governmental or not-for-profit entities located **within** the geographical boundaries of Miami-Dade County?

Yes _____ No _____

- B. If awarded this County contract, would you be interested in participating in the Joint Purchase portion of the UAP with respect to other governmental, quasi-governmental or not-for-profit entities located **outside** the geographical boundaries of Miami-Dade County?

Yes _____ No _____

Firm Name: _____

Street Address: _____

Mailing Address (if different): _____

Telephone No.: _____ Fax No.: _____

Email Address: _____ FEIN No. ____/____/____/____/____/____/____/____

Prompt Payment Terms: _____% _____ days net _____ days (Please see paragraph 1.2 H of General Terms and Conditions)

Signature: _____ (Signature of authorized agent)

****"By signing this document the bidder agrees to all Terms and Conditions of this Solicitation and the resulting Contract."***

Print Name: _____ Title: _____

THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF PROPOSER TO BE BOUND BY THE TERMS OF ITS PROPOSAL. FAILURE TO SIGN THIS SOLICITATION WHERE INDICATED ABOVE BY AN AUTHORIZED REPRESENTATIVE SHALL RENDER THE PROPOSAL NON-RESPONSIVE. THE COUNTY MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT WHICH UNEQUIVOCALLY BINDS THE PROPOSER TO THE TERMS OF ITS OFFER.



APPENDIX

AFFIDAVITS **FORMAL BIDS**



Miami-Dade County
Internal Services Department
Procurement Management Division
Affirmation of Vendor Affidavits

In accordance with Ordinance 07-143 amending Section 2-8.1 of the Code of Miami-Dade County, effective June 1, 2008, vendors are required to complete a new Vendor Registration Package, including a Uniform Affidavit Packet (Vendor Affidavits Form), before being awarded a new contract. The undersigned affirms that the Vendor Affidavits Form submitted with the Vendor Registration Package is current, complete and accurate for each affidavit listed below.

Contract No. : _____ **Federal Employer Identification Number (FEIN):** _____

Contract Title: _____

Affidavits and Legislation/ Governing Body

1.	Miami-Dade County Ownership Disclosure Sec. 2-8.1 of the County Code	6.	Miami-Dade County Vendor Obligation to County Section 2-8.1 of the County Code
2.	Miami-Dade County Employment Disclosure County Ordinance No. 90-133, amending Section 2-8-1(d)(2) of the County Code	7.	Miami-Dade County Code of Business Ethics Article 1, Section 2-8.1(f) and 2-11(b)(1) of the County Code through (6) and (9) of the County Code and County Ordinance No 00-1 amending Section 2-11.1(c) of the County Code
3.	Miami-Dade County Employment Drug-free Workplace Certification Section 2-8.1.2(b) of the County Code	8.	Miami-Dade County Family Leave Article V of Chapter 11 of the County Code
4.	Miami-Dade County Disability Non-Discrimination Article 1, Section 2-8.1.5 Resolution R182-00 amending R-385-95	9.	Miami-Dade County Living Wage Section 2-8.9 of the County Code
5.	Miami-Dade County Debarment Disclosure Section 10.38 of the County Code	10.	Miami-Dade County Domestic Leave and Reporting Article 8, Section 11A-60 11A-67 of the County Code

Printed Name of Affiant	Printed Title of Affiant	Signature of Affiant
_____	_____	_____
Name of Firm	Date	
_____	_____	
Address of Firm	State	Zip Code
_____	_____	_____

Notary Public Information

Notary Public – State of _____ County of _____

Subscribed and sworn to (or affirmed) before me this _____ day of, _____ 20 _____

by _____ He or she is personally known to me ☐ or has produced identification ☐

Type of identification produced _____

Signature of Notary Public	Serial Number	_____
_____	_____	_____
Print or Stamp of Notary Public	Expiration Date	Notary Public Seal
_____	_____	_____

In compliance with Miami-Dade County Ordinance 97-35, the Bidder shall submit with the bid proposal a detailed statement of its policies and procedures (use separate sheet if necessary) for awarding subcontractors in accordance with Section 1, Paragraph 1.15

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Signature _____

Date _____

Name of Proposer: _____ FEIN No. _____

In accordance with Sections 2-8.1, 2-8.8 and 10.34 of the Miami-Dade County Code, this form must be submitted as a condition of award by all Proposers on County contracts for purchase of supplies, materials or services, including professional services which involve expenditures of \$100,000 or more, and all Proposers on County or Public Health Trust construction contracts which involve expenditures of \$100,000 or more. The Proposers who is awarded this contract shall not change or substitute first tier subcontractors or direct suppliers or the portions of the contract work to be performed or materials to be supplied from those identified, except upon written approval of the County. The Proposers should enter the word "NONE" under the appropriate heading of this form if no subcontractors or suppliers will be used on the contract and sign the form below.

In accordance with Ordinance No. 11-90, an entity contracting with the County shall report the race, gender and ethnic origin of the owners and employees of all first tier subcontractors/suppliers. In the event that the recommended Proposer demonstrates to the County prior to award that the race, gender, and ethnic information is not reasonably available at that time, the Proposer shall be obligated to exercise diligent efforts to obtain that information and provide the same to the County not later than ten (10) days after it becomes available and, in any event, prior to final payment under the contract.

(Please duplicate this form if additional space is needed.)

Business Name and Address of First Tier Subcontractor/ Subconsultant	Principal Owner	Scope of Work to be Performed by Subcontractor/ Subconsultant	Principal Owner (Enter the number of male and female owners by race/ethnicity)								Employee(s) (Enter the number of male and female employees and the number of employees by race/ethnicity)								
			Gender		Race/Ethnicity						Gender		Race/Ethnicity						
			M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/ Native Alaskan	Other	M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/ Native Alaskan	Other	
Business Name and Address of First Tier Direct Supplier	Principal Owner	Supplies/Material s/Services to be Provided by Supplier	Principal Owner (Enter the number of male and female owners by race/ethnicity)								Employee(s) (Enter the number of male and female employees and the number of employees by race/ethnicity)								
			Gender		Race/Ethnicity						Gender		Race/Ethnicity						
			M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/ Native Alaskan	Other	M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/ Native Alaskan	Other	

☐ Mark here if race, gender and ethnicity information is not available and will be provided at a later date. This data may be submitted to contracting department or on-line to the Small Business Development of the Department of Regulatory and Economic Resources at <http://www.miamidade.gov/business/business-development-contracts.asp>. As a condition of final payment, Proposer shall provide subcontractor information on the Subcontractor Payment Report Sub 200 form which can be found at <http://www.miamidade.gov/business/library/forms/subcontractors-payment.pdf>.

I certify that the representations contained in this Subcontractor/Supplier listing are to the best of my knowledge true and accurate.

Signature of Proposer

Print Name

Print Title

Date

Attachment 1

Section 3 Economic Opportunity and Affirmative Marketing Plan (Plan)

Firm Name: _____ Contact Name: _____

The individual above, (consultant), is responsible for planning, implementing and tracking firm's Section 3 (S-3) and affirmative marketing training, employment and contracting goals applicable to Public Housing and Community Development (PHCD) projects and must comply with United States Housing and Urban Development's (USHUD) S-3 regulation at 24 CFR Part 135.

Recruitment Procedures Required to Fill Vacant or New Contractor or Consultant or Subcontractor Positions (only if subcontracting is permitted) Resulting from all PHCD Project Awards

1. The PHCD Section 3 Coordinator may assist by providing referrals for economic opportunities from public housing, other housing program recipients and Section 3 residents.
2. Advertise at job site and surrounding neighborhood for targeted workers and use *Document 00404, "Section 3 Language for News Ads, Flyers and Job Notices"* in all job notices & flyers.
3. Schedule a time and place convenient for public housing, other S-3 residents (listed under no. 1 above), minorities and women to complete job applications.
4. Contact YWCA of Greater Miami, Inc. at 305-377-9922, or fax 305-373-9922, for HUD Youth build employment referrals.
5. Send notices about S-3 training and employment obligations and opportunities required for Miami-Dade Public Housing Agency projects to labor organizations, where applicable (review **Section 3 Clause**).
6. Present *Document 00401, "Section 3 Resident Preference Claim Form"* to all job applicants, explaining S-3 residents will receive preference in the recruitment process, if they meet minimum job eligibility criteria.
7. Ensure applicants that claim a S-3 preference provide proof as described in Document 00401, or complete *Document 00402, "Section 3 Resident or Employee Household Income Certification Form"* (Public housing residents must receive the highest preference points during the interview/selection process.)
8. Consultant and sub consultants are required to: (a) establish files to document all recruitment efforts and results when filling vacancies or new positions in connection with PHCD projects; (b) use Document 00403, "Training & Employment Outreach Documentation" form to document agency referral responses, and (c) produce evidence of recruitment efforts to PHCD as requested.
9. Consultant is responsible for collection of sub consultant(s) training and employment documentation outreach efforts (described under no. 8), new hire reports (required) and weekly employment forms (only when sub consultant(s) hire workers for vacant or new positions in connection with PHCD awards).

Forms described above, under nos. 2 and 6-8, are post-award forms, applicable to successful PHCD bidder only, and will be distributed at each pre-construction meeting.

Contractor's Recruitment of Section 3, Small, Minority and Women-Owned Businesses (Solicitation Requirements Applicable only on Projects which permit Subcontracting).

Consultant will follow Plan's affirmative marketing steps for each PHCD award, when he or she subcontracts work, to award a minimum goal of 10% of the overall award amount to S-3 businesses, where feasible, and ensure small, minority and women-owned businesses are used (definitions of a S-3 business and a small, minority and/or women-owned business may overlap, permitting S-3 and affirmative marketing goals in these awards to be simultaneously met). Consultants who subcontract work are required to provide PHCD with a written explanation if the S-3 minimum subcontracting goal is not met.

Attachment 1

Consultant shall demonstrate compliance in solicitation to the business categories, listed above, by following the steps described on page two of this Plan and providing evidence to PHCD when requested.

1. Refer any interested sub consultants that may meet the criteria to become a certified S-3 business to *PHCD Resident Services Unit* for S-3 business application assistance. The application to become a Section 3 pre-certified business is available at <http://www.miamidade.gov/housing/section3.asp>.
2. You may solicit Section 3 pre-certified businesses from PHCD S-3 business lists by emailing a request to the Section 3 Coordinator at section3@miamidade.gov.
3. Contact *Division of Small Business Development* (SBD), 305-375-3111 or via email miamidade.gov to obtain lists of small, minority and/or women-owned businesses. Solicitations and awards must be made, where feasible, to various minority-owned firms, including minorities other than firm's own minority, and to women firms.
4. Advertise for S-3 sub consultants/subcontractors (subs) in construction trade journals, such as "The Dodge Reports", and post notices and distributes flyers at work site and surrounding neighborhood. The purpose of such advertisements is to make prospective subs aware of the Section 3 preference requirements applicable to PHCD project awards.
5. Fax, send or deliver "***Sub consultant Solicitation to Section 3, Small, Minority and Women Businesses***" form, to all prospective sub consultant firms solicited for each PHCD award.
6. Allow each sub consultant *a minimum of five business days* to respond to consultant's solicitation request. Include all "***Letters of Intent***" forms received from S-3, small, and minority, and women-owned sub consultants. Request sub consultants not interested or unavailable to bid to provide consultant with "***Certificate of Unavailability***" form.
7. Use the "***Outreach Documentation Form***" to document recruitment and follow-up with sub consultants. Make a second attempt to solicit to any S-3 firms who did not respond to the first solicitation attempt, using a variety of communication methods, i.e. facsimile, telephone, pager, e-mail, etc.
8. Consultants are required to negotiate with S-3 businesses, first and small, minority and women-owned businesses; second, if the sub consultant's bid amount would make the project infeasible.
9. Submit the following evidence to PHCD when requested (described under nos. 3-8 above and under "Contractors Recruitment of S-3, Small, Minority and Women businesses", page one, para. one). Other post-award required submittals include *Document 00430, "List of Subcontractors/Sub consultants"*, and, from consultant and its sub consultants or subcontractors, *Documents 00450, 00452 and 00453, "Estimated Workforce Breakdown", "Employee List" and "Consultant/Sub consultant Certification"*.
10. For each PHCD project award, retain documentation of outreach efforts and responses received from any organizations and sub consultants contacted for three years after project is completed.

Forms described above, under nos. 5-9, are post-award forms, applicable only if successful bidder will be subcontracting (where subcontracting is permitted)

Attachment 1

(To obtain copies or additional information send request to PHCD Section 3 Coordinator at email section3@miamidade.gov).

Sign and **Print** Firm Official's Name and Title

Submission Date ____/____/____

Firm Name/Address

Firm Telephone and Fax Numbers: _____

Attachment 2

SECTION 3 BUSINESS PREFERENCE CLAIM FORM

This document applies to current PHCD certified Section 3 (S-3) businesses who wish to claim a bidder's preference. S-3 businesses must become certified at least two weeks prior to bid opening date to be eligible to claim S-3 bidder's preference. The S-3 Business application is available at <http://www.miamidade.gov/housing/section3.asp> or by request to the Section 3 Coordinator, at email section3@miamidade.gov.

Only initial those items applicable to your firm.

1. _____ (Initial) _____ (Firm Name) was certified by PHCD as a S-3 Business on _____ (Date). Said firm is claiming a preference for the bid, identified below.
2. _____ (Initial) Firm's original business certification was based on proof that firm owner was low or very low income. Firm owner's current family income meets the definition of a very-low or low-income household.
3. _____ (Initial) Said firm certifies, below, with the firm president's signature, that the full-time employee composition, and the ratio of S-3 full-time employees to non-S-3 employees continues to be at least 30% or higher.
4. _____ (Initial) Said firm has attached Document 00452, "Employee List". This list includes all current employees and is back-up for item no. 3 above.
5. _____ (Initial) Said firm has attached, for each new S-3 employee (hired since original business certification date shown under item one above, if this proof has not previously been provided to PHCD Office of Compliance staff), Documents 00401, "Resident or Employee Preference Claim" and 00402, "Household Income Verification", or other applicable documentation, to demonstrate whether any new employees who have been hired after date of business certification meet the definition of a low or very-low income Miami-Dade family (based on household size and family income).

If items 4 and 5 above are initialed by bidder and/or applicable to bidder, bidder must attach the listed S-3 documentation. FAILURE TO DO SO SHALL INVALIDATE BIDDER'S S-3 BUSINESS PREFERENCE CLAIM.

BID NUMBER _____ **BID NAME** _____

FIRM NAME (Please print or type) _____

PRESIDENT'S NAME (Please print or type) _____

PRESIDENT'S SIGNATURE: _____

PHONE AND FAX NUMBERS: _____

DATE: _____ / _____ / _____